**Senate Research Committee**
**Minutes of Meeting**
**Thursday, May 28, 1998 at 10:00 a.m. in S-205**

**Present:** C. Bédard (Chair); J. Beaudoin (Secretary); E. Besso; R. Bhat; F. Haghighat; R. Hale; J. McGuire; D. Pushkar; R. Roy; R. Schmid.

**Regrets:** B. Barua; D. Howes; L. Lerner.

1. **Approval of the Agenda**

The agenda was approved.

2. **Approval of the Minutes**

The Minutes of the meeting of April 30, 1998, were tabled to the next meeting.

3. **Business Arising**

**Circulation of Revised policy "C AC-2"**: the wording is being revised by Bram Freedman, Legal Counsel, and will be available by the end of June 1998. Dr. Bédard and Dr. Roy discussed the "freezing" of frais indirect accounts in the Faculty of Arts and Science in the Spring. Dr. Roy explained that this was a one-time situation and that departments should not spend their funds quickly in the future in order to avoid a recurrence, since that is not likely to happen. The decision at the time to suspend spending from those accounts was a reaction to a perceived fiscal emergency. Dr. Bédard further commented that in discussions with the Provost and Vice-Rector Research, Dr. Lightstone confirmed that money in overhead accounts is to be used to cover the expenses associated with research. Dr. Pushkar asked that the policy be re-worded slightly to include the word "unit" under all headings which currently state "department". Dr. Bédard emphasized that departments will determine internally what constitutes a unit or centre within their department. Dr. Besso said that she would ask B. Freedman to consider Dr. Pushkar's suggestion when making the revisions.

**Revision to University Research Awards process (SRC-04-30-98-D3):** after some discussion regarding the difficulties encountered in the 1997 deliberations, it was resolved that some minor changes would be made to the eligibility criteria for the award, and that nominations would from now on fall into two categories. J. Beaudoin will revise the award description and circulate it to all members prior to the June announcement of the second competition. It was also noted that Dr. Bédard would thank the URF adjudication committee for its commendable efforts in 1997.

*(addendum: the regulations have been revised and approved by the members of SRC, and a final copy of the new description is attached)*

**FRDP Committee Manual (SRC-04-30-98-D1)**: Committee members reported their suggested revisions , and Ms. Beaudoin will forward their comments to John Fryer, Manager, Grants and Information Systems (ORS).

**Consortium de l'Observatoire des sciences et des technologies (SRC-04-30-98-D1):**

Item tabled to the next meeting.

4. **Chair's Report:**

**CFI Institutional Research and Research Training Development Plan (SRC-05-28-98-D2):** the final version was distributed to all committee members.

**CFI:** Dr. Bédard thanked Dr. Roy on behalf of the CFI committee and the School of Graduate Studies for his work in coordinating the CFI applications from the Faculty of Arts and Science. In all, Concordia submitted 10 applications to the CFI, and is named as co-investigator in three others. A list of all applications is attached.

5. **Report from the Director, Office of Research Services:**

- the ORS Newsletter will be distributed in June
- three Networks of Centres of excellence (NCE) agreements are in the final review process
- Dr. Le Ngoc from the Department of Electrical and Computer Engineering has been awarded a Cooperative Research & Development (CRD) grant from NSERC
- the Contracts Unit of ORS is in the interview process for the vacant position of contracts assistant
- the vacant industrial liaison position in the Faculty of Engineering of Computer Science has not yet been filled
- the Director has visited NSERC and SSHRC with Dr. Bédard and J. Fryer, and will be visiting FCAR in June
- NSERC is discussing raising stipend and grant salary levels
- the ORS Grants workshops will be offered during the summer, under the coordination of J. Fryer

6. **Question period**

There were no questions.

7. **Other Business**

There was no other business.

8. The next meeting will be held in September.

9. Dr. Bédard thanked the committee for their efforts over the past academic year. The meeting was adjourned at 12:00 noon.

# ESTABLISHMENT OF UNIVERSITY RESEARCH AWARDS

The recognition and promotion of excellent research within Concordia University is an essential part of the mission of our institution. Our active researchers contribute to the reputation of the institution, through the creation of knowledge which enriches our undergraduate and graduate teaching. As a first step towards publicizing and acknowledging more widely this valuable accomplishment, the Senate Research Committee proposes the establishment of University Research Awards. Two awards will be given in January of each year, at which time recipients will each give a public lecture, be awarded a $5,000 research grant, and will hold the title "Concordia University Research Fellow" for one full academic year.

## I. ELIGIBILITY

Full-time faculty members in tenure-track or tenured positions at Concordia University are eligible. One award will be made to an emerging researcher in the first 12 years of his/her career at Concordia University, who has demonstrated particular research leadership. The other award will be reserved for a full professor who has consistently demonstrated leadership in his/her field and has been recognized for his/her accomplishments in research by his/her peers.

## II. DOCUMENTATION

i. Curriculum vitae (not more than 8 pages)

ii. Evidence of publications, exhibitions, performances, and conference presentations (not more than 4 pages)

iii. Evidence of supervision of students, for the last six years (not more than 1 page)

iv. Reasoned statement of Faculty support to be submitted by the Faculty Dean's Office. This will include a description of the quality of the research and of the faculty member's contribution to the discipline(s) and to knowledge generally (not more than 2 pages)

## III. SCHEDULING

i. First notification by the Dean of Graduate Studies and Research to the Faculty Deans and the Secretaries of the Faculty Councils *(June 1)*

ii. One reminder *(July 1)*

iii. Final notification *(August 1)*

iv. Each nominee must be recommended by at least two persons. The Faculty nominees must then be selected by the Faculty-wide Research Committee (or its equivalent). Faculties must report nominees; at most, one nominee from each of the Faculties of Commerce and Administration, Engineering and Computer Science, and Fine Arts, in each of the eligible categories and two nominees from the Faculty of Arts and Science *(mid-August)*

v. Nominations and supporting documents must reach the Dean of Graduate Studies and Research no later than August 14, 1998.

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## III. SCHEDULING *(continued)*

vi. The Dean of Graduate Studies and Research or a delegate convenes a meeting of the University Research Awards Committee in the first week of September to choose two nominees.

vii. The Senate Research Committee approves the nominees at its October meeting.

viii. Senate approves nominees at its November meeting.

## IV. CRITERIA

Candidates will be judged on the following criteria as evidenced over the past six years:

i. Awards and distinctions *(concerning research activity)*

ii. Publications, exhibitions, etc.

iii. Supervision of student research

iv. Letter of support from Faculty

v. Originality of research

vi. Contribution to knowledge

vii. Impact of research

## V. UNIVERSITY RESEARCH AWARDS COMMITTEE

i. The committee consists of five voting members; one member from each Faculty and the Dean of Graduate Studies and Research or a delegate, and one Secretary

ii. The committee secretary ensures that the proper documentation is collected

iii. The committee selects two nominees and recognizes other outstanding candidates

iv. The term of the committee members will be for two years